

Approved April 3, 2018

Mendon Police Station Building Committee Meeting
Mendon Town Hall
Mendon, MA 01756
Tuesday, March 27, 2018
7:00 p.m.

I. Call to Order

The meeting was called to order at 7:03 pm by Tim Aicardi.

Building Committee Members Present:

Tim Aicardi, Mike Ammendolia, Police Chief Dave Kurczy, Don Morin, JP Parnas, Eric Peterson and Linda Thompson.

Others Present:

Mary Bulso, OPM, Daedalus Projects, Inc.

II. Approval of Meeting Minutes – March 15, 2018

MOTION: A motion was made by Mike Ammendolia, seconded by Eric Peterson to accept the meeting minutes from March 15, 2018.

DISCUSSION: None.

VOTED: Unanimous.

III. Review Open Action Items on Decision Action Log

- Status on negotiations between Town Counsel and abutter to create an agreement to provide up to twenty-five feet along the south side of the Town Hall campus for a length as far back as needed for a second egress for the new police station – Chief Kurczy reported that Town Counsel is still working with the lawyer for the abutter to finalize an agreement. No issues are expected.
- Check if there is a coordination fee specified in the contract with Daedalus Projects, Inc. for OPM services when they coordinate work via subcontractors. – Don reported that the contract does not specify any fee. Coordination work is included as part of the awarded OPM contract with no added fee.
- Send bid documents and RFP for construction testing to the Committee for review at the next meeting. – Mary sent these documents to the Committee and they were reviewed at this time.
 - There were three options for online bid documents: BidDocs Online Inc., Andrew T. Johnson, Inc. and Nashoba Blue. Andrew T. Johnson was the lowest cost and both Mary and JP stated that they have used

them before and were happy with their service. The Committee was pleased to know this and decided to select them for future online bid documents.

MOTION: A motion was made by JP Parnas, seconded by Eric Peterson to use Andrew T. Johnson, Inc. for future online bid documents.

DISCUSSION: None.

VOTED: Unanimous.

- Mary shared hard copies of the RFP for construction testing. Don suggested using spell checker as there were multiple spelling errors in the document. Mike suggested adding verbiage about submitting timely invoices for payment. JP asked if wood inspection might need to be added but Tim and Mike stated that it wouldn't be necessary. Mary will update the document and share it with the Committee at a future meeting.
- Begin to pursue a waiver from the AAB for an elevator for the new police station. – Kaestle Boos was not able to attend the meeting tonight but Mike McKeon did send an email to Mary stating that he felt that if they moved the communications/IT room down to the first floor then an elevator wouldn't be needed as the "public" would not need to access the second floor. Don expressed concern with this approach as he received different information from the Town's ABA Coordinator, Kevin Rudden back in November. We will continue this discussion at the next meeting when Kaestle Boos can be in attendance.

Chief Kurczy shared updated schematic drawings and explained that the two public bathrooms on the first floor could be replaced with one unisex bathroom to free up space for the communications/IT room. Tim explained that one bathroom was required for up to 1200 square feet of public space. The space available to the public is less than 1200 square feet as currently designed. Mary stated that if an elevator was needed the one that was installed at the Taft Public Library cost \$180K. That was a three stop elevator; it's possible the police station would only need two stops. The Committee wasn't sure where an elevator might be situated and how many stops might be needed. Mary will ask Kaestle Boos to bring updated drawings to the next meeting showing elevations of each of the levels in the building and to be prepared to discuss a potential elevator.

- Look into getting a generator large enough to support the entire Town Hall campus when appropriate. – Committee will carry this item till later in the project.

IV. Invoice Approvals; Chair/OPM Spending Approvals; Budget Update

No invoices to review.

V. Project Update

Mary explained that Kaestle Boos has had issues with sliding cell block doors on another project and that we may need to change to swinging doors instead. Chief Kurczy stated that this would not be an issue as they will not require more room and they are less expensive than sliding doors so this will result in cost savings for the project.

Mary stated that she had been in contact with Chris Lanoue of ADC Septic and informed the Committee that he could scope out the entire drain system at the fire station for \$350. She also mentioned that she still intends to use her camera and scope out the system with Joe Cronin when they have the time. She isn't sure if her equipment will be able to scope out the entire length of the lines. Don suggested that she request a quote from ADC Septic in case the Committee needs to go that route. Eric stated that he would check with former Fire Chief Jack DeLuca to see if he is familiar with where the drains go. There were some questions about the septic system lines and Don said he would send the as-built drawings out to the Committee once again for review.

ACTION: Request quote for scoping out drains in former fire station from ADC Septic – Mary

ACTION: Contact former Fire Chief Jack DeLuca to ask if he knows where the drains at the former fire station go – Eric

ACTION: Send 'as-built' drawings of septic system on Town Hall campus back out to the Committee – Don

Mary informed the Committee that the test pits were dug this week and she is awaiting a report on the findings. She asked if the oil tank could be removed from the fire station and will ask Alan Tetreault if he could do so. Mary also mentioned that there were a lot of electrical wires connected to the former fire station and suggested reaching out to National Grid to check them out. Chief Kurczy stated that she should reach out to Kim Newman who can put her in touch with the right people at National Grid.

ACTION: Contact Alan Tetreault about getting oil tank removed from former fire station – Mary

ACTION: Contact Kim Newman re: National Grid looking into all the wires going to the former fire station – Mary

VI. Review Updated Plans from Kaestle Boos

Kaestle Boos was unable to attend the meeting so plans will be reviewed next time.

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

None.

VIII. Next Meeting Date, Time and Agenda

The Committee agreed to meet on Tuesday, April 3rd at 7:00pm to approve these minutes, review open action items, review any invoices that may be received, get an update on the project from the OPM and review updated plans from Kaestle Boos.

IX. Adjournment

MOTION: A motion was made by Eric Peterson, seconded by Don Morin to adjourn the meeting.

DISCUSSION: None.

VOTED: Unanimous.

The meeting adjourned at 8:02 p.m.

Minutes by Don Morin